

Privacy Policy

Policy Statement

SWSAS Privacy policy or regulation

SWSAS recognises that privacy is important and that individuals have a right to control their personal information. SWSAS acknowledges that providing personal information is an act of trust and SWSAS takes that seriously. Unless an individual gives SWSAS consent to act otherwise, the following Regulation governs how SWSAS handles personal information of individuals.

SWSAS is committed to protecting personal information. SWSAS is also committed to complying with the private sector National Privacy Principles set out in Privacy Act (Cth) 1988.

Collection of personal information

SWSAS will not collect personal information unless the information is necessary for one or more of its functions or activities. SWSAS will also only collect personal information by lawful and fair means and not in an unreasonably intrusive way.

At the time of collecting personal information, SWSAS will advise the individual of:

- i. the name and contact details of SWSAS;
- ii. the fact that he or she is able to gain access to the information;
- iii. the purposes for which the information is collected;
- iv. other organisations to which SWSAS usually discloses information of that kind;
- v. the main consequences (if any) for the individual if all or part of the information is not provided.

Primary purpose of collection of information

Database creation of athletes/coaches/staff and associates of SWSAS for the purpose of:

- i. contact and information flow
- ii. communication and information flow
- iii. ratification by State Sports Organisations and other sporting bodies
- iv. promotion/marketing of individuals/squads or SWSAS via media/website etc.

SWSAS will not use personal information for any other purpose unless:

- i. a serious and imminent threat to an individual's life, health or safety; or
- ii. a serious threat to public health or public safety; or
- iii. SWSAS has reason to suspect that unlawful activity has been, is being or may be engaged in, and uses or discloses the personal information as a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities; or
- iv. The use of disclosure is required or authorised by or under law; or
- v. SWSAS reasonably believes that the use or disclosure is reasonably necessary for one or more of the following by or on behalf of an enforcement body:
 - (a) The prevention, detection, investigation, prosecution or punishment of criminal offences, breaches of a law imposing a penalty or sanction or breaches of a prescribed law;
 - (b) The enforcement of laws relating to the confiscation of the proceeds of crime;
 - (c) The protection of the public revenue;
 - (d) The prevention, detection, investigation or remedying of seriously improper conduct or prescribed conduct;

The preparation for, or conduct of, proceedings before any court or tribunal, or implementation of the orders of a court or tribunal.

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DATA QUALITY

SWSAS will take reasonable steps to make sure that the personal information it collects, uses or discloses is accurate, complete and up-to-date.

DATA SECURITY

SWSAS will take reasonable steps to protect the personal information it holds from misuse and loss and from unauthorised access, modification or disclosure.

SWSAS will also take reasonable steps to destroy or permanently de-identify personal information that it no longer requires.

ACCESS AND CORRECTION

SWSAS will provide individuals access to their personal information on request by the individual, except to the extent that:

- i. providing access would pose a serious and imminent threat to the life or health of any individual; or
- ii. providing access would have an unreasonable impact upon the privacy of other individuals; or
- iii. the request for access is frivolous or vexatious; or
- iv. the information relates to existing or anticipated legal proceedings between SWSAS and the individual, and the information would not be accessible by the process of discovery in those proceedings; or
- v. providing access would reveal the intentions of SWSAS in relation to negotiations with the individual in such a way as to prejudice those negotiations; or
- vi. providing access would be unlawful; or
- vii. providing access would be likely to prejudice an investigation of possible unlawful activity; or
- viii. providing access would be likely to prejudice:
 - a) the prevention, detection, investigation, prosecution or punishment of criminal offences, breaches of a law imposing a penalty or sanction or breaches of a prescribed law; or
 - b) the enforcement of laws relating to the confiscation of the proceeds of crime; or
 - c) the protection of the public revenue; or
 - d) the prevention, detection, investigation or remedying of seriously improper conduct or prescribed conduct; or
 - e) the preparation for, or conduct of, proceedings before any court or tribunal, or implementation of its orders;

by or on behalf of an enforcement body.

SWSAS may impose reasonable charges for providing access to personal information.

FURTHER INFORMATION AND FUTURE CHANGES

For further information on SWSAS's management of personal information, please contact SWSAS.

The Board of SWSAS may amend this Policy or Regulation from time to time.

Adopted by the Board of SWSAS on